

1                                   **STATE OF ALASKA**  
2                                   **DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT**  
3                                   **DIVISION OF OCCUPATIONAL LICENSING**  
4                                   **BOARD OF REGISTRATION FOR ARCHITECTS,**  
5                                   **ENGINEERS AND LAND SURVEYORS**

6  
7                                   **MINUTES OF MEETING**

8  
9                                   **May 21-22, 2003**

*Draft*

10  
11                                   ***These draft minutes were prepared by the staff of the***  
12                                   ***Division of Occupational Licensing.***  
13                                   ***They have not been reviewed or approved by the Board.***  
14

15 By authority of AS 08.01.070 (2) and in compliance with the provision of AS 44.62, Article 6,  
16 the Board of Registration for Architects, Engineers and Land Surveyors, (AELS) held a meeting  
17 at the International Arctic Research Center (IARC), UAA Fairbanks Campus, 930 Koyukuk Dr.,  
18 Conference Room 417, Fairbanks, AK 99577.

19  
20                                   **Agenda Item 1 – Call to Order and Roll Call**

21  
22 Robert Miller, Chair, called the meeting to order at 9:00 a.m.

23  
24 Members present and constituting a quorum of the Board were:

25  
26                                   Robert Miller, Chairperson, Ph.D., Civil Engineer  
27                                   Daphne Brown, Architect  
28                                   Kathy Gardner, Secretary  
29                                   Robert Gilfilian, Civil Engineer  
30                                   Donald J. Iverson, Electrical Engineer  
31                                   Patrick Kalen, Land Surveyor  
32                                   Scott McLane, Land Surveyor  
33                                   Kimberly Mills, Public Member  
34                                   Patricia Peirsol, Architect  
35                                   Ernie Siemoneit, Secretary, Mining Engineer  
36                                   Linda Cyra-Korsgaard, Landscape Architect, Temporary Board Member

37  
38 Representing the Division of Occupational Licensing:

39  
40                                   Nancy Hemenway, Executive Administrator  
41                                   Julie Adamson, Licensing Examiner

42  
43 Joining a portion of the meeting, in person were:

44  
45                                   Division of Occupational Licensing:  
46

Last printed 06/20/03 11:09 AM  
Nancy Hemenway

*Draft*

1 John Clark, Investigator  
2 George Weaver, Investigator  
3

4 Peter Beardsley  
5 PO Box 80234  
6 Fairbanks, AK 99708  
7

8 Bob Carlson, Ph.D., P.E.  
9 UAA Fairbanks  
10 P.O. Box 755900  
11 Fairbanks, AK 99775  
12

13 Steve Shuttleworth, Building Official  
14 800 Cushman St.  
15 City of Fairbanks  
16 Fairbanks, AK 99701  
17

## 18 **Agenda Item 2 – Review/Revise Agenda**

19

20 The Chair asked for revisions to the agenda, and revisions were made as  
21 follows:  
22

- 23 • Brown noted that Item 24 contained the NCARB resolutions that  
24 would be presented at the annual meeting next month.
- 25 • Peirsol asked to have “Yellow page advertising” discussed and the  
26 Chair added it to questions for the Director, Agenda item 18, with  
27 Siemoneit as the lead Board member.
- 28 • The Chair indicated that under New Business, Agenda item 21,  
29 ELSSES exam administration would also include exam security issues.  
30 •

31 Kalen asked if the meeting next May in Fairbanks could be held at the  
32 Butrovich Building, Board of Regents’ Conference Room and the Chair  
33 indicated that it could be requested.  
34

## 35 **Agenda Item 3 – Ethics Report**

36

37 The Chair noted there were additional ethics reports or disclosures by Board  
38 members. He would like the two new members to review the video on Ethics  
39 and instructed the Executive Administrator to send it to the new board  
40 members for their review.

## 41 **Agenda Item 4 – Review/Approve Minutes**

42

43 The Chair asked for any corrections or additions to the February 2003 AELS  
44 draft minutes. He suggested Page 14, Line 34 should list all professions and  
45 asked to have land surveyors and landscape architects added, after engineers.  
46

1 Brown stated that she appreciated having the resolutions tabulated in the  
2 minutes and also appreciated the Executive Administrator's resolution and  
3 task list inserted in the administrator's tab as it helps the Board track its  
4 progress.

5  
6 **On a motion duly made by Kalen, seconded by Gilfilian, and carried**  
7 **unanimously, it was**

8  
9 **RESOLVED to approve the February 2003 AELS draft minutes, as**  
10 **corrected.**

11  
12 The Chair noted that there were no objections and the minutes were approved  
13 as corrected.

14  
15 **Agenda Item 5 – Correspondence**

16  
17 The Chair cautioned individual board members to not speak for the entire  
18 board. Board members should direct the public to send correspondence items  
19 to staff so that the entire board can discuss questions.

20  
21 The Chair brought up the following correspondence:

- 22  
23 1. Letter of 5/13/03 from Logging Engineering, International, Inc. re:  
24 unlicensed contractors performing land surveying on Forest Service  
25 Land.

26  
27 The Board held a discussion. Iverson indicated that the state lacks jurisdiction  
28 on federal lands and while the federal government often employ registered  
29 professionals, those individuals may be licensed in other jurisdictions but not  
30 specifically in Alaska. The Chair indicated that the Board could discuss this  
31 with the attorney and get definitive clarification on whether the State statutes  
32 require the federal government to use registered land surveyors, particularly  
33 with respect to those instances where federal land intersects with private or  
34 state lands.

- 35  
36 2. E-mail of 5/14/03 from Tim Krug re: Landscape Architecture practice.

37  
38 The Executive Administrator explained that Mr. Krug, who processes land use  
39 permits wanted direction on when a landscape architect is required and if an  
40 architect, engineer, or land surveyor could place trees and shrubs on their  
41 drawings.

42  
43 Brown indicated that 12 AAC 36.069 (p. 20 AELS regulations) provides the  
44 guidance of when a landscape architect needed to be involved in projects that  
45 affect the public health, safety, and welfare.

1 McLane indicated that another provision, AS 08.48.281 (b) provides the  
2 authority for architects, engineers, and land surveyors, who have provided  
3 services under their practices to continue to do so.  
4

5 Cyra-Korsgaard referred to the exemptions, AS 08.48. 331. She does not think  
6 that the exemptions allow for civil engineers or land surveyors to continue to  
7 practice landscape architecture. She said that engineers stamp designs if this  
8 is in their field of expertise.  
9

10 McLane indicated that small outlying areas do not have access to registered  
11 landscape architect and limited budgets, and in those instances the design  
12 would be designed and stamped by professional engineer or land surveyor.  
13

14 Discussion followed.  
15

16 The Chair indicated that it was the consensus of the Board that the plans  
17 would be stamped by a landscape architect on public projects. He stated the  
18 issue is who can stamp the projects for small commercial projects, larger than  
19 the 4-plex, 2-story buildings covered by the exemption in AS 08.48.331. The  
20 Chair also asked whether architects, engineers, and land surveyors who have  
21 had a practice of providing these services prior to the 1998 enabling legislation  
22 can continue to stamp the plans for commercial projects but not for public  
23 projects such as schools, playgrounds or other public facilities.  
24

25 The Chair asked the Executive Administrator to look at the legislative history  
26 for landscape architecture and see if the issues raised were addressed during  
27 the committee process.  
28

29 The Chair proposed setting up a task force in order to give the investigator  
30 guidance on who can stamp plans for landscape architecture, and asked Cyra-  
31 Korsgaard, McLane, Mills, and Gilfilian to serve, with Cyra-Korsgaard as Chair.  
32 The Executive Administrator will assist with any public noticing of  
33 teleconferences.  
34

- 35 3. Memo of 5/2/03 from NCARB re: NCARB Certificate Revocation Notice  
36 on Alaskan Registrant.  
37

38 The Executive Administrator explained that this was an information only item,  
39 and the Investigator explained that the Alaska case is a public matter and is in  
40 the Board investigator's report since an accusation was filed on Richard Cobb.  
41 Brief discussion followed.  
42

- 43 4. Response from the State Fire Marshal regarding plan reviews.  
44

45 The Chair explained that this letter was a response to a letter the Board sent to  
46 the State Fire Marshal concerning plan reviewers who had approved plans that

1 did not have the appropriate stamp. The Chair indicated the State Fire  
2 Marshal concurs that AS 08.48.331 is included within their Standard  
3 Operating Procedure and each of the three regions is to follow the statute.  
4

- 5 5. Response from the DOT/PF re: Land Surveying during road  
6 construction.  
7

8 The Chair explained that this letter was a response to a letter the Board sent to  
9 the Commissioner of the Alaska Department of Transportation and Public  
10 Facilities. The letter had included a reminder that land surveying requires a  
11 registered land surveyor and the Board wished to clarify that changes during  
12 construction must be done by a registered land surveyor. The Commissioner  
13 concurred that ADOT & PF is done in accordance with statutes, including the  
14 provisions under AS 08.48.  
15

- 16 6. E-mail of 4/5/03 from Laurie Kozisek, asking for guidance on  
17 stamping specifications.  
18

19 The Chair referred to AS 08.48.221 and the requirement for final specifications  
20 to be stamped.  
21

22 Iverson indicated that the plans are stamped and the specifications are  
23 included in the packet. As a practical matter the specifications are not  
24 stamped and often it would require multiple stamps.  
25

26 Gilfilian concurred that it is not common practice to stamp specifications.  
27

28 Discussion followed.  
29

30 McLane asked when plans are stamped if the specifications are authorized by  
31 inference.  
32

33 Break: 10:30 a.m.  
34 Reconvene: 10:45 a.m.  
35

36 The Chair noted that the National Council of Examiners for Engineers and  
37 Land Surveyors (NCEES) model law specifically requires final specifications to  
38 be stamped.  
39

40 The Executive Administrator indicated she would check with other states  
41 common practice to require sealing final specifications.  
42

43 Brown said her understanding is that if you seal the plans, you take  
44 responsibility for the specifications and the associated plans.  
45

46 Iverson suggested a regulation be drafted that supports the concept that the  
registrant sealing the plans is taking responsibility for the associated

documents, including final specifications. The draft proposed regulation change could be placed on the agenda at the August meeting.

7. Letter of 4/18/03 from Patricia Crisenbury expressing concern over Arctic Course.

Gardner would like the Board to respond that all courses will be reviewed in November, as a courtesy.

Kalen indicated that there have been similar concerns expressed in Fairbanks.

8. Memo of 4/4/03 advising that the Council of Landscape Architectural Registration Boards (CLARB) will administer portions of the Landscape Architectural Registration Exam (LARE), Sections A & B on August 11<sup>th</sup> by computer examination.

The Chair indicated that the administrative sections of the LARE would be offered on August 11<sup>th</sup> and that candidates would apply directly to CLARB to take the exam.

For other professions, the Board approves applicants to take the exams, and in this instance the CLARB would administer exams to applicants who met their requirements. The issue is if the Board has any concern about this and if the Board would accept the exam results of applicants not previously approved by AELS to sit for these sections.

Steve Shuttleworth, Building Official, for the City of Fairbanks joined the meeting at 10:58 a.m.

The Board held a brief discussion on the LARE and the consensus was that since CLARB was offering administrative sections of the LARE there wasn't a concern and that passage of those segments taken prior to Board approval would be counted.

9. Letter from the Idaho Board expressing opposition to eliminate the Education Assessment and Qualification committee as a standing committee.

The Chair indicated this is an information item.

The Chair moved to Tab 7, and skipped Tab 6, Subgroups.

#### **Agenda Item 7 – Meet with Fairbanks Building Official.**

The Chair introduced Steve Shuttleworth to the Board members.

1  
2 Shuttleworth thanked the Board for inviting him to participate. He indicated  
3 that he did not have an adequate window of time to comment on the Building  
4 Officials' Manual (BOM) but that it was a good start to provide clarification of  
5 some issues. He presented some issues that he has found routinely arise in  
6 the course of completing plan reviews.

7  
8 One issue has been the question of when multiple stamps are required on  
9 projects and he described an example of a 12-plex, two-story project.  
10 Clarification of the need for public safety balanced between the cost of hiring  
11 separate mechanical, electrical, and civil engineers would help. A discussion  
12 followed. Iverson indicated that as the size of the building increases, the  
13 complexity of the systems increase and it necessitates having an architect, and  
14 electrical, mechanical and civil engineers all involved. The statutes have drawn  
15 that line with anything larger than a 4-plex, two-story building.

16  
17 Mills asked where the Building Officials would draw that line and Shuttleworth  
18 stated that some jurisdictions consider other factors than size such as fire  
19 resistance and height above grade.

20  
21 A second issue is when plans labeled "Not for Construction" are submitted for  
22 plan review, or when plans are marked "plan review only" are submitted but  
23 are partially or up to 95% completed. Plan reviews cannot be finalized without  
24 final plans. And finally, it is frustrating to have professionals provide less than  
25 professional work. Recently, it came to his attention that someone provided a  
26 client with what the client described as an "as-built" plan yet the engineer  
27 never did an on-site visit, but did a review via the telephone

28  
29 The investigator, John Clark, indicated that if someone falsified or allegedly  
30 falsified an as-built survey that the matter should be reported and he could  
31 investigate the matter.

32  
33 Shuttleworth thanked the Board and suggested some additional Frequently  
34 Asked Questions (FAQs) could be added to the BOM and that in particular, it  
35 would be nice to have one that addressed multiple stamping on projects.

36  
37 Break for Lunch: 11:57 a.m.

38 Reconvene: 1:16 p.m.

39  
40 All board members were present except for Peirsol, who was meeting with the  
41 Fire Marshal. The investigators, John Clark and George Weaver were present.

42  
43 **Agenda Item 8 – Public Comment**

1 The Chair introduced Bob Carlson, Ph.D., P.E., UAF and current President of  
2 the Alaska Society of Civil Engineers (ASCE); and Peter Beardsley waiting to  
3 present comments to the Board.  
4

5 Dr. Carlson indicated that Dale Nelson, President, Alaska Professional Design  
6 Council (APDC) would be coming before the Board tomorrow.  
7

8 Dr. Carlson strongly supported the arctic course review process, and offered  
9 the assistance of the Alaska Section of the ASCE as a resource to the Board's  
10 subcommittee on Arctic Engineering (charged with evaluating the Board's  
11 requirement for applicants to complete an arctic course).  
12

13  
14 Dr. Carlson thought the Board's direction on a professional engineering license  
15 versus discipline specific licensure is not well understood in the engineering  
16 community, and that ASCE would like to offer input into that process.  
17

18 Dr. Carlson felt that continuing education is strongly supported by the national  
19 professional societies. He also noted he appreciated the Outreach to  
20 Professional Societies agenda item on the AELS agenda.  
21

22 The Board held a short discussion on engineering disciplines:  
23

24 Iverson asked if the ASCE had opinion on the discipline specific license and  
25 said the Board had received little comment or input from public so far.  
26

27 Dr. Carlson indicated that many civil engineers are obtaining Masters' Degrees  
28 in environmental engineering and the Bachelor of Science degree holders  
29 cannot compete so the programs that offer a BS in environmental engineering  
30 are diminishing and the number of BS degrees seem to be tapering off.  
31

32 Brown said the specific discipline for Architectural Engineering has crossed  
33 many boundaries.  
34

35 Dr Carlson responded that the architectural engineering discipline is a  
36 specialty in heating and ventilation systems, and does not focus on  
37 architecture but building systems.  
38

39 Peter Beardsley, an environmental consultant, would like to get registered in  
40 Alaska. He would need to apply as a civil engineer since Alaska does not offer  
41 "environmental" engineering as a discipline and he has compared his degree to  
42 a BS degree in civil engineering and found he is lacking in structures and  
43 transportation. He briefly outlined his education and experience.  
44

45 The Board held a brief discussion.  
46



1 The Chair indicated that an applicant holding an environmental degree should  
2 be able to pass the PE-Civil NCEES exam. He provided the background that  
3 NCEES felt that at one time all engineers had a shared core of education but  
4 the core courses are now very different depending on the degree and the  
5 justification for the general license was gone.

6  
7 The Chair suggested that Mr. Beardsley should apply for the Professional  
8 Engineering exam by July 25, 2003 for the upcoming October 24, 2003 exam.

9  
10 The Chair also mentioned newsletter that states some ABET accredited degrees  
11 do not prepare students to pass the NCEES exam. It appears that NCEES and  
12 ABET are no longer stressing the same education.

13  
14 Peirsol joined the meeting at 1:41 p.m. after meeting with the Fire Marshal.

15  
16 **Agenda Item 9 – Investigator Report and Discussion Items**

17  
18 Clark asked if there were any questions on the board report.

19  
20 Brown asked if unlicensed practice cases were increasing and Clark responded  
21 that he has experienced more instances of unlicensed practice.

22  
23 Brown also wanted to discuss the accusation filed on Richard Cobb, Case  
24 0100-02-5. She has qualms about finding fault with someone who did not  
25 appropriately answer questions that are no longer even asked on the current  
26 renewal or application forms.

27  
28 Clark indicated he attempted to negotiate an agreement to have him complete  
29 an ethics course, a reprimand, and a fine but he was unsuccessful in achieving  
30 that agreement. Clark was required to open an investigation or drop it, at a  
31 time when another jurisdiction, Alabama has just sanctioned his license for  
32 lying on his renewal. Additionally, NCARB has just revoked Mr. Cobb's  
33 certification.

34  
35 Peirsol asked what action would have been taken if Mr. Cobb had told the truth  
36 and Clark responded that he probably would have been licensed anyway

37  
38 Kalen referred to AS 08.48.071, that specifically requires applicants to be of  
39 good character and indicated that it appeared that the statute was violated.

40  
41 Clark asked to discuss the amount of unlicensed activity and said a cease and  
42 desist order does not seem to be a deterrent. Clark would like the Board to  
43 consider a fine for the first offense, for example, a \$1500 initial fine.

1 Peirsol asked for an example of the type of unlicensed activity and Clark  
2 discussed a medical office that was in the process of being built without an  
3 architect or multiple engineers (civil, electrical and mechanical engineers).  
4

5 The Chair mentioned that contractors and mechanical and electrical  
6 administrators all fall under the Division of Occupational Licensing and he  
7 suggested that the Board do a mailing to those individuals to inform them of  
8 the requirement to use registered architects, engineers, and land surveyors on  
9 public projects.  
10

11 Brown suggested that this be an annual letter and that the language also  
12 includes the provision that mandates that the official is ethically bound to  
13 report violations.  
14

15 The Board held a discussion.  
16

17 Clark indicated that there are instances of licensees reinstating retired status  
18 licenses that could benefit from mandatory continuing education, particularly  
19 someone who has not been a practicing engineer for an extended period.  
20

21 Iverson mentioned that licensees could simply renew as long as they want  
22 since there is no audit to see if the licensee has been actively practicing.  
23

24 Brown thought that the continuing education should be addressed at a later  
25 date.  
26

27 **On a motion duly made by McLane, seconded by Brown, it was**  
28

29 **RESOLVED to Create a fine of \$2,000 for unlicensed practice.**  
30

31 The Board held a discussion and some members expressed concern about  
32 fining for a first offense. Concern was expressed about the number of  
33 unlicensed practice cases and the need to take some action to curb this  
34 activity.  
35

36 **On an amendment by Brown, seconded by Gardner, and carried**  
37 **unanimously,**  
38

39 **it was RESOLVED to first send an informational letter to contractors**  
40 **and mechanical administrators prior to the fine being implemented.**  
41

42 The Chair recapped the amended motion:

**On a motion duly made by McLane, seconded by Brown, and adopted, it was**

**RESOLVED to establish a \$2000 fine for unlicensed practice and to send an informational letter to contractors and mechanical administrators informing them of this first offense fine.**

The Chair asked for a roll call vote, listed as follows:

Board Member	Yea	Nay
Brown	X	
Gardner	X	
Gilfilian	X	
Iverson		X
Kalen		X
McLane	X	
Miller	X	
Mills	X	
Peirsol		X
Siemoneit	X	
Total	7	3

The Licensing Examiner indicated the motion passed 7-3.

The Chair indicated that the Board wants to curb unlicensed practice and this gives the investigator the direction that the Board would like to go. He indicated that all orders come to the Board for approval so that individual circumstances can be considered and referenced AS 08.48.295.

**On a motion duly made by Brown, seconded by Mills, and carried unanimously, it was**

**RESOLVED to send a letter to Bob Springer, Kenai Building Official with respect to the requirements in AS 08.48 and to invite him to attend our next AELS meeting.**

The Chair indicated the motion passed with no objections and asked the Executive Administrator to circulate a draft letter to the Board.

**On a motion duly made by Brown, seconded by Gardner, and carried unanimously, it was**

1       **RESOLVED to develop a Frequently Asked Question (FAQ) to clarify**  
2       **unlicensed practice. Any construction of a commercial building**  
3       **requires the stamp of an architect, engineer, land surveyor, or**  
4       **landscape architect, unless otherwise exempt from AS 08.48.**

5  
6       The Chair indicated the motion passed with no objections.

7  
8       Clark indicated that he had some concerns about Bed and Breakfasts and  
9       Brown offered to review the codes and exemptions.

10  
11       Break:       3:10 p.m.  
12       Reconvene 3:20 p.m.

13  
14       **Agenda Item 10 – Old Business**

15  
16       Siemoneit referred to Tab 10, and the report on erosion control by Clint Adler,  
17       P.E.

18  
19       Siemoneit indicated that the Army Corps of Engineers requires a permit and  
20       drainage to be designed and the purpose of the exemption in AS 0848.331 (11)  
21       is not clear.

22  
23       Cyra-Korsgaard commented that the provision was added when the landscape  
24       architect statute was being written specifically to allow mining reclamation  
25       without the necessity of a landscape architect.

26  
27       Kalen suggested the provision for this exemption be removed or reworded on  
28       the next bill.

29  
30       Brown stated the Board could interpret the statute and clarify that this  
31       exemption only applies to mining operations or large stream reclamation.

32  
33       Cyra-Korsgaard stated the environmental agencies supercede what states do  
34       with stream beds and that there is a permitting process that specifically  
35       outlines the requirements.

36  
37       Siemoneit suggested a straw poll to get an idea of the Board member's views.

38  
39       Iverson suggested eliminating the exemption.

40       Kalen agreed and suggested that the language needed redrafting.

41  
42       The Chair indicated that the Board did not specifically have to respond to this  
43       since Mr. Adler provided the document to the Alaska Professional Design  
44       Council and that the professional society was reviewing this.

45  
46       **Agenda Item 11 – Application Reviews**

1  
2 **On a motion duly made by Kalen, seconded by Iverson, carried**  
3 **unanimously, it was**

4  
5 **RESOLVED to go into executive session for the purpose of reviewing**  
6 **applicant files.**

7  
8 The Board went into executive session at 3:40 p.m. and recessed at 6:00 p.m.

9  
10 **Thursday, May 22, 2003**

11  
12 **Agenda Item 12 – Convene/Roll Call**

13  
14 Members present and constituting a quorum at 8:05 a.m. were:

15  
16 Robert Miller, Chairperson, Ph.D., Civil Engineer  
17 Daphne Brown, Architect  
18 Kathy Gardner, Secretary  
19 Robert Gilfilian, Civil Engineer  
20 Donald J. Iverson, Electrical Engineer  
21 Patrick Kalen, Land Surveyor  
22 Scott McLane, Land Surveyor  
23 Kimberly Mills, Public Member  
24 Patricia Peirsol, Architect  
25 Ernie Siemoneit, Secretary, Mining Engineer

26  
27 Representing the Division of Occupational Licensing:

28  
29 Nancy Hemenway, Executive Administrator  
30 Julie Adamson, Licensing Examiner

31  
32 Joining a portion of the meeting, in person were:

33  
34 Dale Nelson, P.E., President  
35 Alaska Professional Design Council  
36 409 W. 12<sup>th</sup> Ave.  
37 Anchorage, AK 99501

38  
39 Jack Wilbur, P.E., President  
40 Design Alaska  
41 817 Lancaster Drive  
42 Anchorage, AK 99501

43  
44 Joining a portion of the meeting, by teleconference was,

45  
46 David Brower, Assistant Attorney General, Department of Law

Rick Urion, Director, Division of Occupational Licensing

The Chair asked if there were any concerns about files that needed to be addressed.

The Executive Administrator explained there were several files that needed to be discussed.

The Chair asked for a motion.

**On a motion duly made by Kalen, seconded by Iverson, and carried unanimously, it was**

**RESOLVED that the Board goes back into executive session for the purposes of discussing applicant files.**

The Board went into executive session at 8:05 a.m.

The Board came out of executive session at 8:20 a.m.

**Agenda Item 13 – Goals and Objectives**

The Board discussed and revised the Goals and Objectives, as follows:

Goal #1 – Increase Board's work efficiency.

Objectives	Lead Responsibility	Target Date
a) Establish an orientation program for new Board members to assist in getting up to speed as quickly as possible. Provide Sample applicant files to new members.	Miller	Ongoing
b) Update and maintain goals and objectives.	Chair & Exec. Adm.	Ongoing
c) Update and maintain clear record of Board operating policies and procedures previously adopted by the Board. Date and track progress of all proposed changes to these policies and procedures.	Chair & Exec. Adm.	Ongoing
d) Automate AELS application and licensing process by: <ul style="list-style-type: none"><li>• Distributing and receiving applications electronically</li><li>• Structuring database so that it minimizes manual data entry</li><li>• Structuring database so that it can answer queries easily.</li></ul>	Staff oversee and track	Ongoing
e) Pursue training for Board and staff.	Board and Staff	Ongoing
f) Pursue strategic planning.	Brown and Exec.	Ongoing

	Adm.	
g) Provide letter of Board's intent and understanding relating to any proposed legislative changes; develop procedures for doing the same.	Board	Ongoing
h) Establish subcommittee work at each meeting.	Chair	Ongoing
i) Increase dedicated attorney time.	Chair	Ongoing

1  
2 Goal #2 – Increase Board's cost effectiveness.  
3

Objectives	Lead Responsibility	Target Date
a) All Board members or administrators who attend a regional or national professional function on behalf of Board shall submit a written report to rest of Board to share knowledge gained.	Attending Board member and/or Staff	Every Board meeting; ongoing
b) Examine feasibility of Board autonomy.	Gardner, Gilfilian, Kalen	2/2004
c) Obtain and analyze Board budget. annually and request audit of income or expenses as appropriate.	Chair & Exec. Administrator	Ongoing
d) Review "minor importance" overlap between professions.	Mills, Cyra-Korsgaard, McLane, Gilfilian, Peirsol	Ongoing 2/2003

4  
5 Goal #3 – Ensure that all individuals practicing within state are either  
6 registered or fall within appropriate exemptions to registration.  
7

Objectives	Lead Responsibility	Target Date
a) Determine what action, if any is necessary to encourage registration of University of Alaska architects, landscape architects, land surveyors and engineering faculty, state and federal design professionals.	Miller	Ongoing
b) Advertise AS 08.48.295 provision for civil penalty for unregistered and unauthorized practice.	Brown ; Exec. Administrator	Ongoing
c) Review "minor importance" overlap between professions.	Mills, Cyra-Korsgaard, McLane, Gilfilian, Peirsol	Ongoing
d) Send letter to general contractors, electrical and mechanical	Chair, Executive Administrator	Annually (May-June)

administrators annually.		
e) Adequately fund investigators to pursue unlicensed activity, including site investigation	Chair/Board	Ongoing
f) Seek additional dedicated attorney time for prosecution of unlicensed practice	Chair/Board	Ongoing

Goal #4 – Ensure all materials used to establish competency in the professions are appropriate for use within Alaska.

Objectives	Lead Responsibility	Target Date
a) Review Arctic Course.	Gardner, Gilfilian	11/2003 & 5/04
b) Update AKLS Exam.	Kalen, McLane	Ongoing
c) Update educational standard references for NCARB publications in regulations.	Board and Exec. Administrator	Annually (Feb mtg.)

Goal #5 – Ensure that Alaska standards stay within the national norms, and its licensing systems are fair and applied uniformly.

Objectives	Lead Responsibility	Target Date
a) Monitor and review latest federal regulations, state Board decisions, and national organization policies relating to NAFTA.	Board and Exec. Administrator	Each Board meeting; ongoing
b) Obtain adequate funding to send “discipline specific” Board members/ Executive Administrator to National, and Zone meetings to ensure Alaska stays informed on national issues and can influence policy issues affecting their professions.	Board and Exec. Administrator	Ongoing
c) Investigate drainage, soils analysis, and hydrographic surveying under the definition of land surveying.	Kalen and McLane	Ongoing
d) Develop regulations to implement model law surveying.	Kalen and McLane	Ongoing
e) Research CLARB council record.	Exec. Administrator, Miller, Cyra-Korsgaard	Ongoing
f) Stay current on all competency and regulatory issues of other jurisdictions	Board and Exec. Administrator	Ongoing



Goal #6 – Improve communications with applicants and licensed professionals.

Objectives	Lead Responsibility	Target Date
a) Structure databases so that applicants can access application via internet and answer queries easily (for application checklist) (See Goal #1, and #4).	Cyra-Korsgaard and staff	Ongoing
b) Update AELS Web Page, including postings of commonly asked questions (FAQs).	Licensing Examiner	Ongoing

Goal #7 – Improve communication with public about Licensing Benefit and Problem Resolution Process

Objectives	Lead Responsibility	Target Date
a) Issue Public Service Notice with contact information for complaints.	Executive Administrator	Ongoing/Website
b) Letter to BBB/Ombudsman re: contact for complaints.	Executive Administrator	11/2003
c) Educate Public about Benefit of using Licensed Professionals (in Public Service Notices).	Mills & Executive Administrator	Ongoing/Website

Break: 9:10 a.m.

Reconvene: 9:20 p.m.

The Chair indicated that Dale Nelson, the President of the Alaska Professional Design Council (APDC) was present and he introduced him to the Board.

Nelson indicated he would like to be a point of contact for the Alaska Professional Design Council (APDC), and the Alaska Society of Civil Engineers (ASCE) (a local chapter of the National Society of Professional Engineers (NSPE)). He would like to work to assist the Board in reaching its goals. He is interested in reconciling education and registration requirements and supports mandatory continuing education.

Gardner asked if the ASCE position in support of a mandatory continuing education program was official.

Nelson responded that a survey was conducted and a majority of the members of the ASCE, about 58% to 60% favored continuing education.

1 Brown asked about the term “registration” and Nelson responded that he has  
2 worked with the Army Corps of Engineers and many of those engineers are not  
3 registered yet public health and safety could be involved.

4  
5 Brown noted that the Board strives to serve the public needs rather than  
6 professional interests.

7  
8 Kalen noted that the legislator are subject to political pressures to create  
9 exemptions for people who would otherwise need registration, federal agencies  
10 especially, and the Board does not have influence regarding this.

11  
12 Nelson responded that enforcing registration requirements was important.

13  
14 Siemoneit mentioned that the mentoring system would be one way of helping  
15 people who are currently working in exempt positions to get licensed.

#### 16 17 **Agenda Item 14 – Administrator’s Report**

18  
19 The Executive Administrator gave her report and encouraged Board members  
20 to respond timely to request for input or review so that she can better assist  
21 the Board in achieving its goals. Board members serve in a voluntary capacity  
22 and it can be difficult to make time to assist staff but it is crucial to get the  
23 feedback from the design professionals serving on the Board.

24  
25 The Executive Administrator gave a status report on the on-line application  
26 process that is now going to be delayed. The requirement for notarized  
27 signature is keeping data processing from investing too much time on the on-  
28 line application project. The number of applicants who benefit is not great  
29 enough to make it worth the time invested. There is a limited amount of data  
30 processing programmer time available and that time would be better focused  
31 on the upcoming licensing renewals to ensure a smooth operation in November.

32  
33 The Executive Administrator mentioned that investigator Clark discussed  
34 yesterday the need for considering continuing education requirements for  
35 retired certificate reinstatements. Any work that has been done on this project  
36 will be filed for future use if the Board adopts a mandatory continuing  
37 education program.

38  
39 Brown suggested the Board write a letter of review to the director and program  
40 coordinator for the Executive Administrator and the senior licensing examiner,  
41 Julie Adamson, in support of their work on behalf of the Board. She indicated  
42 that there are four distinct professions that comprise the AELS Board and that  
43 the role of the Executive Administrator is to assist the Board in developing and  
44 implementing its policies.

1 Cyra-Korsgaard asked that that information be included in the letter to the  
2 director.

3  
4 The Chair responded that he would write a letter.

5  
6 The Executive Administrator mentioned that several years ago the Director  
7 requested a reclassification as a means of increasing the salary for examiners  
8 and that the licensing examiner positions had been raised a range.  
9

10 At the same time the Executive Administrator positions were also reviewed and  
11 that the Department of Administration upgraded some of them but not others.  
12 When the Executive Administrator (AELS) position was created it was as a  
13 result of a budget increment and was classified as an exempt position, and that  
14 position was not upgraded. As a result of the Department of Administration,  
15 Division of Personnel reclassification, the AELS Executive Administrator  
16 position has recently been reclassified from a fully exempt position to a  
17 classified position. The agency has several methods to convert the position to a  
18 classified position. The division could also request an appeal of the  
19 reclassification. The program coordinator advised her that the division did not  
20 think they could defend such an appeal because there is not any statutory  
21 requirement for the administrator to be exempt or partially exempt or to clarify  
22 the function of the administrator.  
23

24 She provided a brief history stating that all other Executive Administrators  
25 were created through a statute change and consequently have specific  
26 statutory authority to support a partially exempt position. Apparently, the  
27 AELS Executive Administrator position was initially incorrectly established as a  
28 fully exempt position when it was added as a budget increment.  
29

30 The Board could discuss its options with the director, and one option would be  
31 to request in its annual report that the Executive Administrator language be  
32 placed in statute, similar to the language in statute for the other  
33 administrators. It is her understanding that the Board envisioned the position  
34 would be exempt, and not a classified position when the position was initially  
35 created for Executive Administrator.  
36

37 She mentioned that as a result of the administration change that her travel to  
38 conferences has been cut, including prepaid travel, but that it was not  
39 uncommon to have additional scrutiny by new administrations on travel  
40 outside Alaska. She felt that over time that policy could change and travel to  
41 conferences may be restored.  
42

43 Discussion followed.  
44

1 The Executive Administrator advised that the procedure for creating a partially  
2 exempt position could be discussed in the teleconference with the Board's  
3 attorney.

4  
5 **Agenda Item 15 – Budget Summary Report**

6  
7 The Chair gave a brief overview of the budget to the new Board members.

8  
9 The Board held a discussion about the budget comparisons and felt that the  
10 indirect costs were rising and were almost at the level of the direct costs.

11  
12 The Chair indicated the Board could discuss this with the Director.

13  
14 The Chair noted that they would skip the next item and come back to it but it  
15 was time to call its attorney.

16  
17 **Agenda Item 17 – Meet with David Brower, Assistant Attorney General**

18  
19 The Chair indicated that David Brower, Assistant Attorney General, was on-line  
20 by teleconference. He introduced the new Board members and Board  
21 members introduced themselves.

22  
23 The Chair indicated that they had a letter from someone who was concerned  
24 about non licensed work on federal land but some of the work involves  
25 boundaries that should be done by a licensed professional.

26  
27 The Board held a discussion about the exemption under AS 08.48.331 that  
28 allows federal employees an exemption. It wasn't clear to the Board if all land  
29 surveying on federal lands could be done under some policy or other law that  
30 might apply. The Board felt it was common practice for the federal government  
31 to use registered land surveyors but there is not a requirement for the land  
32 surveyor to specifically be licensed in Alaska.

33  
34 Brower indicated he could look at the correspondence but agreed that projects  
35 that would be on the border between private and federal land would clearly fall  
36 under state jurisdiction and should be done by licensed Alaskan land  
37 surveyors.

38  
39 The Chair asked about stamping specifications and that under AS 08.48.221 it  
40 specifies that the final plans should be stamped but those specifications are  
41 not usually stamped in common practice. Only the final plans are stamped,  
42 and the specifications are attached.

43  
44 The Board discussed stamping specifications.

1 Brower indicated that he thought the Board could discuss stamping  
2 specifications and interpret the regulations. If the Board felt that by stamping  
3 the plans the registrant was taking responsibility for the specifications  
4 included with the plans, the Board could make that determination.

5  
6 Iverson indicated that the contract between the architect or engineer and the  
7 client joins the specifications and the drawings.

8  
9 Gardner thought the correspondence they received points out an inconsistency  
10 between the regulatory requirement and the practical application of stamping  
11 the plans and specifications.

12  
13 The Chair mentioned a letter from the Building Official from Kenai who objects  
14 to state investigators doing site inspections when a project is in mid-stream.

15  
16 The Board held a discussion.

17  
18 Iverson mentioned that the letter says that since he is in compliance with one  
19 part of law he does not need to follow the other part of the law that requires  
20 registered professional architects, engineers, and land surveyors for any public  
21 projects.

22  
23 Brown wants to clarify the Building Officials Manual by putting in a frequently  
24 asked question.

25  
26 Iverson asked the attorney to provide his opinion on the letter from the Kenai  
27 Building Official and wondered if Brower could respond to the letter.

28  
29 Brower indicated that he could advise the Board but the letter would  
30 appropriately come from the Board.

31  
32 The Chair asked the Executive Administrator to provide Brower with the letter  
33 from Mr. Springer.

34  
35 The Chair asked Brower about the classification for the Executive  
36 Administrator's position. Brower referred to the statutes that provide the real  
37 estate or marine pilot Executive Administrator position. He thought that the  
38 language for the marine pilot administrator may be more what the Board is  
39 seeking and could be used as a model for legislation. He did look at the  
40 statutory authority for each of the positions and felt that each was somewhat  
41 different but that all of the other Executive Administrator positions are  
42 established in statute.

43  
44 The Chair thanked Brower for his participation and the teleconference ended at  
45 10:40 a.m.

1 Break: 10:40 a.m.  
2 Reconvene: 10:55 a.m.  
3

4 **Agenda Item 18- Meet with the OL Director by Teleconference**  
5

6 The Chair welcomed Rick Urion, Director, Division of Occupational Licensing.  
7 The Board introduced themselves individually.  
8

9 The Chair asked if the Director would like to address the Board.  
10

11 Urion stated that he has an open door policy and welcomed any input about  
12 how things could be improved or any problems that should be brought to his  
13 attention.  
14

15 The Chair asked about budget considerations and Urion responded that costs  
16 should be kept down as much as possible.  
17

18 The Chair indicated that the Board has a listing of its Goals and Objectives  
19 that the Executive Administrator could provide him with to show the issues the  
20 Board is currently working to address.  
21

22 Urion shared his view that some Boards are more concerned with professional  
23 protectionism than in public protection.  
24

25 Brown responded that this Board represents four different professions and that  
26 the Board is very concerned about public protection. She said that the Board  
27 members attend national meetings and that this attendance represents an  
28 important Board goal.  
29

30 The Chair reiterated that the meetings are an important part of the Board's  
31 work, and the ability for a design professional to work between licensing  
32 jurisdictions is important. Mobility and impediments to mobility is a topic that  
33 is discussed and worked on at national and regional meeting.  
34

35 Brown noted that the Board's standards are in keeping with the national  
36 norms and consequently our professionals' credentials can be used to gain  
37 licensure in any jurisdiction. Some jurisdictions have lowered their standards  
38 and their registrants are not able to readily get licensed in other jurisdictions.  
39 The Chair explained that tightening regulations regarding educational  
40 requirements is necessary for public safety.  
41

42 Urion asked if the standards put anyone out of business.  
43

44 Iverson responded that our state is not the most restrictive state and if  
45 someone is licensed in another jurisdiction they would likely obtain licensure  
46 in Alaska.

1 Kalen asked about the budget constraints and wanted to know if AELS fees  
2 would be used for other programs.

3  
4 Urion responded that there is a move to put licensing fees into the general fund  
5 but he is opposed to this.

6  
7 The Chair asked about the reclassification of the Executive Administrator  
8 position for AELS from an exempt position to a classified position. He  
9 explained that the Board strongly supports the current administrator to  
10 continue in the position. A discussion followed.

11  
12 Iverson indicated that 8 years ago the Board would have pursued a statute  
13 change if it were required.

14  
15 The Chair indicated the Board desires to pursue a statute change to have the  
16 Executive Administrator position as partially exempt with statutory language  
17 similar to the other Executive Administrator positions.

18  
19 Urion indicated that the Executive Administrator position is more secure as a  
20 classified position than it would be if it were kept as an exempt position.

21  
22 A short discussion followed. Brown supported investigative field work for  
23 unlicensed practice and expressed disappointment about the cuts to  
24 advertising in the yellow pages.

25  
26 Siemoneit mentioned that he was involved with setting up the advertising that  
27 gave the public access to our website and resources. He thought the total  
28 advertising ran about \$3700. He felt that this was an important part of  
29 protecting the public and asked to have the Director consider reinstating the  
30 web based yellow pages which runs about \$700.

31  
32 Brown added that routinely professionals are putting advertisements in the  
33 yellow pages under the listing of architect, engineer, land surveyor, and  
34 landscape architect but they are not licensed professionals.

35  
36 Kalen stated that people who use the yellow pages are looking to hire someone  
37 and that the advertisements made people aware that there is a requirement for  
38 licensure, and it gives the public an opportunity to search a list of current  
39 licensees. The Board tried to work with individual telephone directory  
40 companies but they do not enforce these requirements and will post anyone  
41 under the listing so long as they have paid for the advertising.

42  
43 The Chair discussed the budget and the concern the Board has with increasing  
44 indirect costs. Mearig, who just finished his term on the Board, had done a  
45 chart that lists the comparison between direct and indirect costs. He asked if  
46 the Board could get the roll forward figure and fee chart by the August meeting.

1  
2 Urion indicated that the State's accounting system is complex but he felt it was  
3 accurate so any increase would be reflected.  
4

5 Brown outlined the investigative procedures the Board uses with its  
6 investigators. The investigator outlines the issues and a Board member weighs  
7 in on the specific issue. Unless specific information is required in order to  
8 make an investigative determination, the Board member can assist the  
9 investigator to try to get people into compliance.  
10

11 Iverson indicated that the investigators confer with the design professional who  
12 has the expertise in the area of the complaint.  
13

14 Urion commended the Board on its efforts to encourage compliance.  
15

16 The Board held a short discussion.  
17

18 The Chair brought up Board travel and indicated that the Board had requested  
19 and received authorization for 12 Board member trips and the Board strongly  
20 favored retaining the travel funds. The Board wants to stay proactive with  
21 regard to issues and attendance at annual national and regional meetings is  
22 necessary to do so.  
23

24 Brown indicated that the National Council of Architectural Registration Boards  
25 (NCARB) trips have been paid through dues. The travel is prepaid for one  
26 Board member and one Executive Administrator to travel to the regional and  
27 annual meetings. The travel is recommended by the NCARB and the  
28 professional societies also support the participation.  
29

30 Iverson mentioned that these trips are often inconvenient but necessary for the  
31 Board.  
32

33 Siemoneit outlined some agenda items that he has participated in and how  
34 important it is for Board members to have the exposure to the nation wide  
35 standards for the licensing and examinations that we administer. The  
36 conferences afford the professionals the interaction with other jurisdictions.  
37

38 The Chair mentioned that the western states have started a group called the  
39 Pacific Northwest Economic Region (PNWER) that has been working to foster  
40 reciprocity between Canada and Alaska. The incoming Chair of that meeting is  
41 Senator Dyson.  
42

43 The Chair mentioned that the Board would like to send a letter to contractors  
44 advising them of the requirements for registered architects, engineers, land  
45 surveyors, and landscape architects to produce design and documentation on  
46 public projects and commercial projects larger than a 4-plex, 2 story building.



Union responded that he did not see any downside to informing contractors.

The Chair thanked the Director for his participation.

Break: 12:00 p.m.

Reconvene: 12:03 p.m.

The Chair asked to move forward to Agenda item # 22.

**Agenda Item 22 – Read Applications into Record**

**On a motion duly made by Kalen, seconded by Iverson, and carried unanimously, it was RESOLVED to go into executive session for the purposes of discussing an application at 12:03 p.m.**

The Board came out of executive session at 12:08 p.m.

The Chair asked the Licensing Examiner to read the applications into the record.

**On a motion duly made by Kalen, seconded by Gardner, and carried unanimously, it was**

**RESOLVED to approve the following list of applications for comity and examination as read, with the stipulation that the information in the applicant's file will take precedence over the information in the minutes:**

NAME	DISCIPLINE	EXAM/ COMITY	BOARD ACTION
1. Ania-Blecua, Juan	Architect	Comity	Approved
2. Azarbin, Hamid	Civil Engineer	Comity	Approved
3. Baginsky, Sean	Civil Engineer	Comity	Approved
4. Bowman, John	Land Surveyor/AKLS	Comity	Approved
5. Bushnell, Chad	Architect	Comity	Approved
6. Challenger, Henry	Chemical Engineer	Comity	Approved
7. Collins, David	Civil Engineer	Comity	Approved
8. Cope, Marian	Civil Engineer	Comity	Approved
9. Dalal, Yogesh	Civil Engineer	Comity	Approved
10. Epstein, Lois	Civil Engineer	Comity	Approved
11. Farr, Dale	Architect	Comity	Approved
12. Fluhrer, Mitchell	Civil Engineer	Comity	Approved
13. Haislip, Robert	Land Surveyor/AKLS	Comity	Approved
14. Hyde, Cameron	Architect	Comity	Approved
15. Judah, Scott	Civil Engineer	Comity	Approved
16. Kent, Jason	Civil Engineer	Comity	Approved

17. Meissner, Brian A.	Architect	Comity	Approved
18. Przybyiski, Mark A.	Mechanical Engineer	Comity	Approved
19. Robinson, Craig L.	Civil Engineer	Comity	Approved
20. Shriver, George W.	Architect	Comity	Approved
21. Stchyrba, David A.	Civil Engineer	Comity	Approved
22. Stokes, Peter J.	<u>Petroleum Engineer</u>	Comity	Approved
23. Szramek, Michael	Civil Engineer	Comity	Approved
24. Ault, James	Mechanical Engineer	Comity	Conditional, Pending PE Exam Verification
25. Booze, Rodney	Architect	Comity	Conditional, Pending Arctic, Signed NCARB Certificate
26. Eisler, Sean	Mechanical Engineer	Comity	Conditional, Pending Arctic
27. Haake, David	Electrical Engineer	Comity	Conditional, Pending Arctic
28. Hall, Gary	Civil Engineer	Comity	Conditional, Pending Arctic
29. Lyon, Christopher E.	Electrical Engineer	Comity	Conditional, Pending Arctic
30. Munn, Daniel A.	Civil Engineer	Comity	Conditional, Pending Arctic
31. Pagel, Mary K.	Civil Engineer	Comity	Conditional, Pending Arctic
32. Paulson, Kimberly A.	Mechanical Engineer	Comity	Conditional, Pending Arctic
33. Pearce, Richard A.	Civil Engineer	Comity	Conditional, Pending Arctic
34. Perchinelli, Claudia	Civil Engineer	Comity	Conditional, Pending Arctic
35. Schamp, Scott T.	Chemical Engineer	Comity	Conditional, Pending Transcript And Verification Of PE Exam And License
36. Weiss, Andrew J.	Mechanical Engineer	Comity	Conditional, Pending Verification Of PE Exam And License
37. Zhu, Minqiao	Civil Engineer	Comity	Conditional, Pending Arctic
38. Hall, Mark	PE-Electrical	Exam	Approved
39. Henrickson, Scott	PE-Civil	Exam	Approved
40. Morris, Arthur W.	PE Civil	Exam	Approved
41. Nelson, Kenneth F.	PE Civil	Exam	Approved
42. Nielsen, Kimberly A.	PE Civil	Exam	Approved
43. Atkins, Steve	PE-Electrical	Exam	Conditional, Pending Arctic
44. Cutler, Michael	PE-Civil	Exam	Conditional, Pending FE Verification
45. Gillespie, Christopher	Landscape Arch.	Exam	Conditional, Pending Arctic, Transcript And Fees
46. Johnson, David	PE-Electrical	Exam	Conditional, Pending Documentation For FE Waiver Or FE Application
47. Momblow, Benjamin	PE-Civil	Exam	Conditional, Pending Transcript And FE Verification
48. Birch, Amanda Sue	FE	Exam	Approved
49. Cardona, Isabel	FE	Exam	Approved

50. Roberts, David	FE	Exam	Approved
51. Preston, William	FLS	Exam	Approved

**On a motion duly made by Kalen, seconded by Gardner, and unanimously adopted, it was**

**RESOLVED to find incomplete the following list of applications for comity and examination as read, with the stipulation that the information in the applicant's file will take precedence over the information in the minutes:**

1. Maloney, Patrick D.	PE-Electrical	Exam	Incomplete
2. Smith, Lester J.	Land Surveyor/PLS	Exam	Incomplete

The Chair asked if there were any objections to the motion and there were none.

**On a motion duly made by Kalen, seconded by Gardner, and carried unanimously, it was**

**RESOLVED to deny the following list of applications for comity and examination as read, with the stipulation that the information in the applicant's file will take precedence over the information in the minutes:**

1. Crowther, G. Scott	Land Surveyor	FLS Exam	Denied, needs 32 additional month's work experience
-----------------------	---------------	----------	---

Break for lunch: 12:20 p.m.

Reconvene: 1:10 p.m.

The Chair moved to take up Agenda Item 15.

### **Agenda Item 15 – Budget Summary Report**

The Chair asked if anyone had comments on the budget report.

The Board held a short discussion about the budget expenditures and their concern about indirect costs increasing, that the Director is monitoring program receipts legislation, and their interest in having fees remain the same for consistency.

At 1:25 p.m. Dale Nelson joined the meeting.

### **Agenda Item 16 – Legislation**

Kalen briefed the Board on the legislation that was before the Legislature. HB 252, by Representative McGuire, relating to term limits and continuing education, came close to passing and is currently before the Senate Judiciary Committee. It was amended in the Senate Labor and Commerce Committee to give the Board more flexibility to determine when to require continuing education. It is possible that the bill could pass early next year.

1 Representative McGuire introduced the bill and a companion bill (SB 207), was  
2 introduced by Senator Seekins.

3  
4 HB 268, by Representative McGuire, relating to specialty contractors, is  
5 currently in the House Rules Committee. It had hearings in the House Labor &  
6 Commerce Committee and concerns were raised about specialty contractors  
7 weighing in. In his view, Kalen felt that the bill would probably get support so  
8 long as the contractors have the ability to prepare shop drawings. Senator  
9 Seekins introduced a companion bill, SB 206. That bill has a referral to the  
10 Senate Labor and Commerce Committee and the Senate Judiciary Committee.

11  
12 HB 148, relating to Land Surveying Standards, was introduced by  
13 Representative Harris. The Alaska Society for Professional Land Surveyors  
14 (ASPLS) has a task force working on a white paper on this. There are not  
15 currently any standards for mortgage surveys in Alaska but other jurisdictions  
16 have addressed this.

17  
18 The Chair added that the Board has never set standards for individual  
19 professions and it is important that the professional societies be involved in the  
20 process but not the Board.

21  
22 McLane indicated that about half the states have responsibilities within their  
23 land surveyor Boards and that standards for mortgage surveys could be done  
24 without too much trouble. These are surveys that the public is most familiar  
25 with and there are numerous complaints in these areas so there is public  
26 concern.

27  
28 Siemoneit expressed concern about regulation creep and warned the Board to  
29 guard against regulation changes as a means of solving issues.

30  
31 Kalen continued by discussing bills of interest to the Board: SB 180,  
32 introduced by Senator Therriault, and its companion bill, HB 269, which  
33 passed the legislature and is awaiting transmittal to the Governor's office. That  
34 bill would create a task force consisting of 9 members representing the: 1)  
35 Senate, (2) House of Representatives, (3) Administration, 4) construction  
36 design, 5) construction engineering, 6) contractors, 7) mechanical, 8) electrical,  
37 and 9) plumbing construction community.

38  
39 HB 9, Home Inspectors by Representative Rokeberg, passed the Legislature and  
40 is awaiting transmittal to the Governor.

41  
42 The Board held a short discussion. The Chair introduced Jack Wilbur,  
43 President of Design Alaska; and the State Director for the Fairbanks Chapter,  
44 of the Alaska Society of Professional Engineers (ASPE) who joined the meeting  
45 at 1:40 p.m.

1 Wilbur clarified that he was making his comments as the President of Design  
2 Alaska. He was not aware that the professional society has taken an official  
3 position on these issues.

4  
5 Wilbur supports the current AELS licensing system. The additional burden  
6 currently placed on engineers from other states practicing in more narrowly  
7 focused disciplines to become registered in Alaska does not out weigh the  
8 detrimental affect that implementation of the non-discipline specific  
9 engineering licensure program, as currently envisioned by the AELS board,  
10 would have on engineers and engineering firms currently practicing in Alaska.

11  
12 Wilbur felt that the public is better served by practitioners that have a broad  
13 view of an engineering discipline. For instance, the public is better served by a  
14 civil engineer that practices environmental engineering as one of his specialties  
15 than a narrowly focused environmental engineer that practices environmental  
16 engineering only, because when practicing environmental engineering he is  
17 likely to have to implement civil engineering into his designs. Another example,  
18 the public is better served by a mechanical engineer that practices fire  
19 protection engineering as one of his specialties than a narrowly focused fire  
20 protection engineer.

21  
22 The Chair asked if the board were to add Fire Protection as a discipline how it  
23 would affect him.

24  
25 Wilbur thought that incorporation of more narrow disciplines would make it  
26 more difficult for design firms to offer the same range of services that they  
27 currently offer. For instance, a mechanical engineering firm whose practice  
28 currently includes fire protection engineering and controls engineering would  
29 eventually have to have employees registered in three disciplines, Mechanical  
30 Engineering, Fire Protection Engineering, and Controls Engineering to offer the  
31 same range of services that they currently offer with just Mechanical Engineers  
32 on staff. This would be particularly burdensome for single practitioners and  
33 small firms.

34  
35 Gardner indicated that the Board would not take fire protection language out of  
36 the current definition of mechanical engineering.

37  
38 Wilbur suggested that if non-specific discipline licensure is adopted then the  
39 approach should be one of true general licensure where the licensed engineer  
40 decides in which engineering field(s) he is qualified to practice. Engineering  
41 ethics should then be relied upon to deter engineers from practicing out of their  
42 area of expertise. He did not see any real difference between a discipline  
43 specific licensure system and a non-discipline specific licensure system that  
44 requires that a licensed engineer practice only within the field for which he  
45 took the licensure exam.

46  
47 Kalen asked if he knows engineers who are licensed in a generalized way.

Last printed 06/20/03 11:09 AM  
Nancy Hemenway

***Draft***

1  
2 Wilbur did not personally research Colorado licensure policies but his  
3 understanding of their policies is that the engineers are licensed to practice  
4 engineering without any restriction on the engineering disciplines you practice  
5 and the licensed engineer decides in which engineering field(s) he is qualified to  
6 practice.

7  
8 Dale Nelson, APDC, added that in Washington State, the engineers are issued a  
9 professional engineering license and must take the exam in their field of  
10 practice.

11  
12 The Board held a brief discussion about the concerns for small businesses that  
13 could be affected by a change in the licensing system for engineers. Larger  
14 firms can have a mechanical, electrical, and civil engineer on staff, and could  
15 add the specialty disciplines. Smaller firms would not be able to easily  
16 compete and would be at a disadvantage.

17  
18 The Board discussed the current requirements to work within their area of  
19 expertise by virtue of examination, education, and experience.

20  
21 The Chair thanked Wilbur for his comments.

22  
23 **Agenda Item 19 – Board Elections**

24  
25 The Chair brought up the Board Elections.

26  
27 Brown noted that historically the elections are held at the end of the fiscal year  
28 but that the Legislature changed the Board term ending dates from June to  
29 March. As a result it makes more sense to change the Board election date to  
30 correspond. Otherwise, as is currently the case, you can have new members  
31 voting who have absolutely no feel for the ability of the Board members to serve  
32 in officer capacities

33  
34 **On a motion duly made by Brown, seconded by Iverson, an unanimously**  
35 **adopted, it was**

36  
37 **RESOLVED to postpone the Board Elections until February 2004.**

38  
39  
40 The Board held a brief discussion about the current officers and agreed to have  
41 the current officers continue to serve until the February election. The Board  
42 decided that if Siemoneit or Gardner were to be replaced prior to the February  
43 meeting that the Board would hold an election at the next meeting.

44 The Chair noted that there no objections and the motion passed unanimously.

45  
46 **Agenda Item 20 – Draft Regulations**

1  
2 The Chair brought up Land Surveyor Model Law.  
3

4 McLane spoke about the Land Surveyor Model Law. He indicated that there  
5 has been an effort at the national level to add photogrammetry and Geographic  
6 Information Systems (GIS) to the definition of land surveyors.  
7 It has been a 3-year process to revise the 1995 Model Law for Land Surveying.  
8 Many states have already included photogrammetry in the definition of land  
9 surveying. Rita Lumos, Nevada Board has been instrumental in leading the  
10 task force and proposal to NCEES to change the model law to include GIS and  
11 photogrammetry. At the Western Zone meeting there were some objections by  
12 California that the changes to the model law create an unconstitutional two  
13 tiered system, but it did not seem as though there was support among the land  
14 surveyors for the objections. It is anticipated that the Model Law Surveying  
15 issue will be taken up at the NCEES Annual Meeting at the Land Surveyor's  
16 forum. The Board is poised to move forward to adopt the Model Law for Land  
17 Surveyors once it is passed at the national level.  
18

19 The Executive Administrator explained the work she had done to prepare draft  
20 forms and draft regulations for a requirement for continuing education as a  
21 condition of reinstatement of retired licenses that have not been active for five  
22 or more years. Procedurally, if someone wants to reactivate a retired license  
23 they fill out the renewal form if the license has been active within the past five  
24 years. If five or more years have passed, an applicant would fill out an initial  
25 application and the file would come to the Board for review.  
26

27 Brown suggested that the Board postpone requiring continuing education for  
28 retired status reinstatements until such time that they adopt requirements for  
29 mandatory requirements for continuing education as a condition of renewal.  
30

31 The Executive Administrator indicated that the Board has previously adopted  
32 regulation changes that require reinstatements on a form provided by the  
33 department and she envisioned drafting one similar to that renewal form. She  
34 asked if the Board wanted to review those reinstatement applications or if the  
35 Board would prefer that staff process them just as they do routine renewal  
36 applications.  
37

38 The Board held a brief discussion.  
39

40 The Chair indicated that there was no need to see the reinstatement form if  
41 they met the requirements under 12 AAC 36.115. Staff could make the  
42 determination if the fees were paid, the fitness questions were answered, the  
43 form was signed, and that the applicant had taken the exam.  
44

45 **On a motion duly made by Brown, seconded by Gardner, and carried**  
46 **unanimously, it was**

1  
2 **RESOLVED that staff would process retired reinstatements in the**  
3 **same manner that they do biennial renewal applications.**  
4

5 The Chair indicated that the motion passed unanimously with no objections.  
6

7 Brown brought up Design Competitions, where architects and other design  
8 professionals would prepare conceptual drawings for a proposed project, such  
9 as a library or bus shelter design. Once the competition resulted in an award  
10 the architect and other design professionals would need to be licensed in order  
11 to continue with the project. Currently, Alaska regulations are silent on design  
12 competitions but in many jurisdictions no licensing is required until the  
13 competition is awarded. She asked to have design competition held over until  
14 the August meeting to allow her to work with Peirsol to explore a possible  
15 regulation clarification.  
16

17 The Executive Administrator was asked to draft language for courtesy licenses.  
18 Currently, temporary licenses are used by the agency for short-term licenses  
19 until issues regarding child support or student loans have been resolved, and  
20 they are generally issued for up to 90 days. The Board has a requirement for  
21 Arctic engineering that is included in the draft.  
22

23 Peirsol said the concept for the regulation project should be aimed at  
24 emergency licenses.  
25

26 The Chair asked to put this item on the August 2003 AELS agenda.  
27

28 The Executive Administrator explained the Landscape Architect Registration  
29 Exam, LARE Retake Deadlines, proposed regulation change. Currently the  
30 retake deadline falls after the date we must order the LARE exams so we don't  
31 know how many to order. Since we have so few retake candidates we have just  
32 contacted them and advised them we must order the exam. Candidates have  
33 been helpful but are under no obligation to commit to the exam prior to the  
34 current retake deadline. If they decide by the deadline not to take the exam,  
35 the Board absorbs the cost of the exam. If we wait and order according to the  
36 requests, then the Board would be charged an additional late fee at a rate of  
37 about 50% higher fees. Unlike the NCEES, CLARB charges for scoring in the  
38 exam fee, so the costs are fairly high to purchase the exam sections.  
39

40 **On a motion duly made by Iverson, seconded by Brown, and carried**  
41 **unanimously, it was**  
42

43 **RESOLVED to change the deadline to 60 days before the exam and**  
44 **to hold the regulation project before public noticing.**  
45



1 The Executive Administrator explained that fees for the LARE Examination  
2 Fees have increased and she has projected the increased fees through  
3 December 2004 and has included a \$5 administrative fee for administrative  
4 costs. A copy of the proposed changes to fees is in Tab 20, and specifically, fees  
5 are:

6 Section A, increase \$5 to \$70;  
7 Section B, increase \$5 to \$110;  
8 Section C, increase \$55 to \$240;  
9 Section D, increase \$20 to \$175; and  
10 Section E, increase \$55 to \$240.

11  
12 The Division of Occupational Licensing sets the fees so the draft regulation was  
13 submitted for public noticing. Kurt West, Regulations Specialist public noticed  
14 the fee increases on 5/13/03 and the public noticing period will end on June  
15 16, 2003 at 5:00 p.m.

### 16 17 **Agenda Item 21-New Business**

18  
19 The Chair brought up the first item under New Business, Fitness Questions for  
20 Corporate Renewals.

21  
22 Peirsol asked that the corporate renewal form be revised to be similar to the  
23 revisions the Board made to individual renewal forms last renewal cycle, so  
24 that they do not ask questions about felonies and misdemeanor activities that  
25 are not related to the design practices. The Board discussed the question and  
26 any relevance to the firm's practice or individual violations, and to AS  
27 08.48.171 which requires the design professionals to be of good character and  
28 reputation. The Board decided that they wanted to confine the question to  
29 incompetence and other practice-related crimes.

30  
31 **On a motion duly made by Brown, seconded by Peirsol, and carried**  
32 **unanimously, it was**  
33 **RESOLVED to delete, after landscape architecture, "or a U.S. or state**  
34 **statute excluding minor traffic regulations".**

35  
36 The Executive Administrator read the revised fitness question on the corporate  
37 renewal form:

38  
39 Has the Corporation, LLC, LLP, or any of the person(s) designated in  
40 responsible charge or any principals of the corporation, LLC, or LLP been  
41 convicted of fraud, gross negligence, incompetence, or misconduct in the  
42 practice of architecture, engineering, land surveying, or landscape architecture  
43 since the last renewal?

44  
45 The Chair indicated that the motion passed with no objections. The Chair  
46 indicated that they have previously discussed the Profession Societies:

Outreach and are pleased to have had some representatives from the professional societies join in parts of the meeting.

The Chair brought up exam security issues and indicated that the NCEES is very interested in having all jurisdictions allow NCEES to administer the exams. They say that there are large liability issues involved due to lost examinations and NCEES may require a state that wants to continue administering the exam to post a \$1 million dollar surety bond.

The Executive Administrator briefly discussed the ELSSES program within NCEES and indicated that if the Board were to select having the NCEES administer the examinations, it would require a regulation change to implement the changes. NCEES gave us the estimated costs for ELSSES exam administration costs, and there would be about a \$130 administrative fee in order for NCEES to administer the exams, as follows:

Exam	Scoring Fee	Administrative Fee	Total Cost
FE	\$50	\$130	\$180
PE	\$100	\$130	\$230
FLS	\$65	\$130	\$195
PLS	\$110	\$130	\$240

The Chair indicated that he has concerns about how the increased costs to students would affect them taking the Fundamentals of Engineering Examination (FE) or if they would postpone taking the exam. At a time when we are working to encourage registration for engineers it seems like the Board should consider the overall effect the increases may have on students, in particular. They are not working at professional engineering firms and have to absorb the costs.

Brown stated that costs for the Architect Registration Exams and LARE exams are pretty high and the costs for engineers and land surveyors are pretty low. She did not think the costs were detrimental to registration.

The Chair indicated the ELSSES Exam Administration would be on the August 2003 Agenda for action.

The Chair indicated that the Board had already done Agenda Item 22- Read Applications into the Record.

### **Agenda Item 23 - Board Member Reports**

Brown reviewed the NCARB resolutions that will be acted on at the NCARB annual meeting. Controversial items are Resolutions 03-7, 03-12; 03-14; 03-15; and 03-16. Resolution 03-2 revises the Broadly Experienced Architect process

1 and. Brown asked that the Executive Administrator send a copy to the  
2 Legislative liaison, Sam Kito III, APDC, for his review with respect the proposed  
3 amendment to HB 252, term limits by Representative McGuire.

4  
5 Brown indicated she tends to agree with the position taken by the Board of  
6 Directors. She indicated she opposed Resolution 03-14, which is the position  
7 taken by the Board of Directors. She indicated that she supported the bylaws  
8 change to the Western Conference of Architectural Registration Boards  
9 (WCARB).

10  
11 The Chair indicated that the Board supports her views on the resolutions and  
12 that she would be the voting delegate at the annual conference. He explained  
13 to the new Board members that the attendees discuss any controversial  
14 measures prior to voting and the majority view is cast. If there were a dispute  
15 there is a method to split the vote of a Member Board, although the Alaska  
16 Board has not done so.

17  
18 The Chair reported on the Western Zone Meeting with respect to Canadian  
19 reciprocity. He indicated that Canada has been working with NCEES to try to  
20 achieve reciprocity for its engineers but that the systems are different. He  
21 explained that the United States' licensing system relies on the examination  
22 process to verify minimum levels of competence whereas the Canadian system  
23 works in concert with the University and Professional Societies and they do not  
24 have a final competency testing component. NCEES has taken the view that  
25 Canada should administer the NCEES exams similar to how the Architects in  
26 Canada take the A.R.E. exam and can obtain licensure. And NCEES does offer  
27 the Professional Engineering exam in some locations in Canada.

28  
29 The Chair indicated that simultaneously Canada has been working to try to  
30 piecemeal agreements between states and is currently working to secure  
31 agreements between some Pacific Northwest States and Canada.

32  
33 McLane reported that the professional activity and knowledge surveys are being  
34 sent out and he encourages everyone to answer the surveys so that the process  
35 is enhanced.

36  
37 Gilfilian reported on the proposed resolution from the Idaho Board concerning  
38 fire protection. He explained that the Idaho Board felt that the code officials  
39 and fire authorities in Idaho and some other states were bypassing engineering  
40 law requirements on preparation of plans for fire sprinkler systems. The  
41 resolution would set up a task force to further investigate these claims.  
42 Considerable discussion was held but no formal action was taken.  
43 Brown commented that sprinkler systems are vendor supplied and are a  
44 performance-based item.

Gilfilian also reported that Greg Brandow, CA, Chaired a NCEES task force to review the registration of structural engineers. Brandow will report his findings at the NCEES Annual meeting during the Western Zone Meeting.

Kalen reported on the Western Zone Surveyors Forum and the opposition by California to the adoption of the Model Law for Land Surveyors. He felt that there is not strong support for the California concerns.

#### **Agenda Item 24 – Review Calendar of Events**

The Board held a short discussion about meeting dates and set tentative dates and places as follows:

The tentative Board meeting dates are:

August 21-22, 2003 - Juneau  
November 19-20, 2003 - Anchorage (Wed/Thurs, note date change).  
February 19-20, 2004 - Juneau  
June 3-4, 2004 - Fairbanks  
August 19-20, 2004 - Kenai  
November 18-19, 2004 - Anchorage

The Chair reviewed upcoming travel.

Out-of-State Travel			
June 25-28, 2003	NCARB, Annual meeting	San Antonio, TX, Hilton Palacio del Rio	Peirsol, Brown, Miller, and Mills
August 13-16, 2003	NCEES, Annual meeting	Baltimore, Maryland	Miller, Gilfilian (paid delegate), Iverson, and Kalen.

The Chair stated the delegates to attend the NCARB annual meeting: Brown, Peirsol, Miller, and Mills, and noted that Peirsol is the 3<sup>rd</sup> party funded delegate. The Chair stated that the Director denied the prepaid travel for the Executive Administrator to attend the meeting and the Chair indicated he discussed this with the Director.

There are no costs involved for Brown to attend the meeting as she serves on the Executive Committee and travels as part of the NCARB Committee funding.

NCEES annual meeting: Miller, Iverson, and Kalen. Miller serves on the Engineering Licensure Qualifications Task Force (ELCOG) and Kalen has been appointed to serve on the Uniform Procedures and Legislative Guidelines

Committee (UPLG). NCEES also has a program to send one funded delegate and Gilfilian would attend as the funded delegate.

Cyra-Korsgaard asked to attend the Spring CLARB meeting.

The Chair indicated that the Board has been sending participants to the CLARB annual meeting but not the regional Spring meeting.

### **Agenda Item 25 – Task List**

The Executive Administrator will compile the task list from the minutes and send it to all Board Members.

TASK LIST: ASSIGNED TO:	ASSIGNMENT:
Brown	Work with Executive Administrator on design competition language.
	Review code for Bed and Breakfast exemptions.
Cyra-Korsgaard	Serve on Subcommittee to develop definitions for engineering disciplines.
Gardner	Serve as Chair of Subcommittee on Arctic Engineering.
Gilfilian	Serve on Subcommittee on Arctic Engineering.
Kalen	Work on draft language for the model law surveyors.
	Assist Executive Administrator in preparing draft regulations for Model Law Land Surveyor.
	Work on Board Autonomy.
McLane	Work on draft language for the model law surveyors.
	Work on Overlapping professions.
	Assist Executive Administrator in preparing draft regulations for Model Law Land Surveyor.
Miller (Chair)	Work on Canadian comity and responsible charge language.
	Respond to correspondence (Executive Administrator to assist).
	Serve on Subcommittee to develop definitions for engineering disciplines.
	Prepare a letter to the Director on excellent staff investigator, administrator, and Sr. licensing examiner; and to request staff travel to the NCEES annual conference.

TASK LIST: ASSIGNED TO:	ASSIGNMENT:
Mills	Serve on Subcommittee to develop definitions for engineering disciplines.
Peirsol	Review BOM.
	Work with Brown on Design Competition language.
Siemoneit	Find out if the Board can track the number of ACS “hits” on electronic yellow pages.
Executive Administrator	Draft response to correspondence received from Dallas Hemphill, Logging Engineering, International re: registration requirements on federal lands, Inc.; Tim Krug, re: landscape architecture; Lauri Kozisek, ADOT/PF re: stamping requirements of final specifications; Patricia Crisenbery, Crisenbery Engineering re: arctic course.
	Check to see if NCEES has a specific definition for health, safety & welfare to compare with the new NCARB definition (KG, DB).
	Work with Architect Board members to develop language changes to address design competitions, if regulation change is needed.
	Poll MBAs to find out if other jurisdictions require stamping final specifications.
	Provide Assistance to Subcommittee on Arctic Engineering Short Course
	Assist Subcommittee to Develop definitions for engineering disciplines (exams).
	Assist Brown & Gardner to develop FAQ to curb unlicensed practice.
	Create reactivation form for Retired Status reinstatements, similar to renewal form for staff use in processing reactivations.
	Continue to create “Board Resolved” recapping resolutions for each meeting.
	Draft regulation change to clarify that specifications are considered stamped if the plans are stamped, or the cover sheet of specifications is stamped (for August AELS packet).
	Invite Juneau building official to the August 2003 meeting.
	Send NCARB resolution on Broadly experienced architects (BEA) process to APDC.
	Draft regulation change to add another segment to the Engineering Table for a future regulation project (for August AELS packet).
	Provide copy of Revised Goals and Objectives to the Director.

1 Break: 3:00 p.m.  
2 Reconvene: 3:10 p.m.  
3

4 **Agenda Item 26 - Board Member Comments**  
5

6 Gardner said she thought the meeting went well.  
7

8 Siemoneit thanked the Executive Administrator and Licensing Examiners for  
9 their work during the past quarter. He discussed the difficulty to find a  
10 replacement for another mining engineer to serve on the Board but he believes  
11 that there are several interested engineers willing to serve.  
12

13 Mills thanked staff for their work.  
14

15 Peirsol said she enjoyed having the Building Official participate at the meeting  
16 and hopes that the Board will continue to invite Building Officials to  
17 participate.

18 Brown regretted that there was not time to meet in subgroups and hoped that  
19 the Board would be able to do so at the August meeting.  
20

21 Cyra-Korsgaard thanked Siemoneit and Gardner for their service and hoped  
22 that they would be at the August AELS meeting. She thought the new Director  
23 wanted to focus on watching the budget and public protection, and not putting  
24 up road-blocks to employment in Alaska.  
25

26 Kalen hoped that when the statutes were worked on that the Board would  
27 support the option, as previously in statute, for a mining or petroleum engineer  
28 to serve on the Board.  
29

30 Iverson thought it was a good meeting and felt the Board could work to  
31 accommodate the new Director, and to educate him in areas of importance to  
32 the Board. He also thanked Siemoneit and Gardner for their service.  
33

34 Gilfilian felt that he had a lot to learn and asked for more information about  
35 the Ethics requirements.  
36

37 The Chair asked that the Ethics video be sent to new members to view.  
38

39 McLane thanked Siemoneit and Gardner and looked forward to having the  
40 Chair continue in his role for another year.  
41

42 **On a motion duly made by Kalen, seconded by Peirsol, and carried**  
43 **unanimously, it was**  
44

45 **RESOLVED to adjourn the meeting at 3:45 p.m.**  
46

1 There were no objections and the meeting was adjourned.

2  
3 Respectfully submitted:

4  
5  
6  
7 \_\_\_\_\_  
8 Nancy Hemenway, Executive Administrator  
9

10 Approved:

11  
12  
13  
14 \_\_\_\_\_  
15 Robert Miller, Chair, Ph.D., P.E.  
16 Board of Registration for Architects,  
17 Engineers, and Land Surveyors  
18

19 Date: \_\_\_\_\_